



METROPOLITAN
TRANSPORTATION
COMMISSION

Joseph P. Bort MetroCenter
101 Eighth Street
Oakland, CA 94607-4700
TEL 510.817.5700
TTY/TDD 510.817.5769
FAX 510.817.5848
E-MAIL info@mtc.ca.gov
WEB www.mtc.ca.gov

2a

Bill Dodd, Chair
Napa County and Cities

Scott Haggerty, Vice Chair
Alameda County

Tom Ammiano
City and County of San Francisco

Tom Azumbrado
U.S. Department of Housing
and Urban Development

Tom Bates
Cities of Alameda County

Bob Blanchard
Sonoma County and Cities

Dean Chu
Cities of Santa Clara County

Dave Cortese
Association of Bay Area Governments

Dorene M. Giacomini
U.S. Department of Transportation

Federal D. Glover
Contra Costa County

Anne W. Halsted
San Francisco Bay Conservation
and Development Commission

Steve Kinsey
Marin County and Cities

Sue Lempert
Cities of San Mateo County

Jon Rubin
San Francisco Mayor's Appointee

Bijan Sartipi
State Business, Transportation
and Housing Agency

James P. Spring
Solano County and Cities

Adrienne J. Tissier
San Mateo County

Amy Worth
Cities of Contra Costa County

Ken Yeager
Santa Clara County

Steve Heminger
Executive Director

Ann Flemer
Deputy Executive Director, Operations

Andrew Fremier
Deputy Executive Director,
Bay Area Toll Authority

Therese W. McMillan
Deputy Executive Director, Policy

ADMINISTRATION COMMITTEE

March 7, 2007

MINUTES

Attendance

Chairperson Dodd called the meeting to order at 10:31 a.m. Other Commissioners present were: Ammiano, Bates, Chu, Giacomini, Haggerty, Halsted, Kinsey, Lempert, Rubin, Sartipi, and Worth.

CONSENT

Minutes

The Committee received and approved as written the meeting minutes of February 14, 2007.

Contract – Freeway Congestion Monitoring and Analysis: Kimley-Horn and Associates, Inc.

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract with Kimley Horn Associates in an amount not to exceed \$220,000 for the collection and analysis of freeway congestion data in the spring and fall of 2007, with an option to renew the contract for up to four additional one-year periods.

Contract Amendment – StreetSaver® Software Development: DevMecca.com LLC

The Committee authorized the Executive Director or his designee to amend the contract with DevMecca.com in an amount not to exceed \$39,860 for the MTC StreetSaver® Software maintenance and development services through the end of FY2006-07.

Contract – Study: Understanding and Supporting the Choice to Reside in a Transit Oriented Development: Cambridge Systematics

The Committee authorized the Executive Director or his designee to negotiate and enter into an agreement with Cambridge Systematics in an amount not to exceed \$300,000 to conduct a study to develop a more detailed understanding of the implications of choosing to live in a transit oriented development.

Several Commissioners offered comments on this item. Commissioner Haggerty requested that the City of Dublin be included in the study when locations are selected.

Commissioner Bates questioned what we expect to get out of the study that isn't already known. James Corless, MTC staff, responded by stating that the study will help clarify consumer preference and choice and why people have moved into transit

Administration Committee Meeting Minutes

villages all around the region. This is the piece that has been missing in other studies. Commissioner Bates requested that he be recorded as opposing this agreement, stating that he feels it is not a good use of funds.

Commissioner Giacomini asked if the study will include why people choose not to live in transit villages and Mr. Corless responded by stating that many of the questions being asked have not yet been flushed out and perhaps the Planning Committee would be a good forum for discussing these questions.

Commissioner Chu asked if the study is in anticipation of directing some of the Infrastructure Bond funding to Transit Oriented Development (TOD). In response Mr. Corless stated that the study is not really related to financing TOD, but is focused on why residents move into the Transit Villages, and what incentives we can give them to do so.

Resolution No. 3805, to Accept State Funds for Phase 3 of Regional High-Occupancy/Toll Lane Network Feasibility Study

The Committee authorized the referral of MTC Resolution No. 3805, to the Commission to authorize the Executive Director or his designee to enter into an agreement with the State of California to accept \$300,000 in state funding for Phase 3 of the Regional High-Occupancy/Toll (HOT) Lane Network Feasibility Study.

MONTHLY FINANCIAL STATEMENTS

The Committee accepted in writing the following monthly financial reports for the month of January: Operating Income for January 2006; Report of Operating Expenditures for FY 2005-06 through January 2006; Report of Capital Projects for FY 2005-06 through January 2006; FY 2005-06 Contract Services Disbursement Report for January 2006.

For the month of January 2006, the monthly financial report included two contracts executed by the Executive Director in the amount of \$100,000 and under, and twelve purchase orders executed by the Executive Director between \$2,500 and \$55,000.

The Committee reviewed a comparison between budget and actual revenue and expenditures through January 2006.

INVESTMENT REPORT

The Committee accepted for information the Investment Reports for the month of January 2006.

Contract – Regional Transportation Information Kiosk: Nemetode, Inc.

The Committee authorized the Executive Director or his designee to negotiate and enter into a sole source contract with Nemetode, Inc. in an amount not to exceed \$236,000 to operate the regional transportation information kiosk in the Embarcadero BART station, for a one-year pilot program.

Contract Amendment – Agency-wide Enterprise Risk Assessment: Consultant - KPMG

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with KPMG in an amount not to exceed \$300,000 to conduct a detailed internal control risk management assessment pursuant to SAS 112 for MTC, BATA, and MTC SAFE.

BUSINESS MEETING EXPENSES

Executive Director Steve Heminger requested and received approval for meeting expenses not to exceed \$25,000 to cover the annual advocacy visits to be held in Washington, D.C. between March 10th and March 15th, 2007.

OTHER BUSINESS/PUBLIC COMMENT/ADJOURNMENT/NEXT MEETING

There being no further business or public comment, the meeting was adjourned at 10:37 a.m. The next Committee meeting date will be on April 11, 2007 in the Lawrence D. Dahms Auditorium, 101 Eighth Street, Oakland, CA.